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**City Council Work Session Minutes
Youth Involvement**

**Monday, September 27, 2021
5:45 p.m., Conference Room**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented October 25, 2021.***

1. ROLL CALL:

Mayor Truax called the work session to order at 5:54 p.m. via Zoom Webinar Video Conference.

The Council conducted the work session in a “hybrid” format allowing the public to attend virtually via **Zoom Webinar** and in-person in the Community Auditorium. Members of the public could observe the work session **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Ashley Driscoll, City Attorney; Paul Downey, Assistant City Manager/Finance Director; and Anna Ruggles, City Recorder.

Zoom Attendees: 8

2. WORK SESSION: YOUTH INVOLVEMENT

VanderZanden facilitated the work session, noting the purpose of the work session was to discuss youth involvement, noting in 2019, Council amended its Council Rules, Section 14.3 and 14.6, to ensure a student member was added to all Boards/Commissions (B/C), with the exception of the Budget Committee and Planning Commission, and changed the student membership from non-voting to voting members and assigned two-year terms instead of one-year terms. The Council also bolstered youth involvement by adding funds to the budget to send three student B/C members and a chaperone to the National League of Cities conference every other year and to the League of Oregon Cities Annual Conference the year in between. VanderZanden reported earlier this year, some student members from existing B/C came together to draft a set of bylaws, entitled *Youth Advisory Council (YAC) Bylaws* (Attachment A to the staff report), noting the students also wrote the Mayor and testified before Council to hold a work session requesting the Council consider approving their bylaws and establish a YAC. Excerpts from the proposed bylaws note the purpose of the YAC is to advise the Mayor, engage youth in civic governance, and perform projects for the community. The proposed bylaws note a YAC of 20 members appointed by

the Executive Board of the YAC and approved by the Mayor. VanderZanden recapped the options for consideration, noting essentially there are three models of youth involvement: 1) allow individual student representatives on B/C, as is presently done in Forest Grove; 2) a Mayor's Youth Advisory Board appointed by the Mayor to advise the Mayor, and 3) a Youth Advisory Council appointed by the Council and advisory to the Council. The latter two share similar traits, such as approximately 20 members and students must be attending school to be eligible. VanderZanden added the level of resources to support a YAC varies greatly, noting the primary determinant is whether the YAC is Council-appointed and subjected to the Public Meetings Law, as well as how many members are on the YAC, the amount of Mayoral and/or Councilor involvement, number of meetings per year, how many projects are assigned, and whether it requires delegating a staff liaison. In conclusion of the above-noted staff report, VanderZanden advised staff is asking Council to consider the resource requirements and trade-offs as the task would be assigned to Administration if the Council desires to move forward with an appointed YAC, which would be advisory to and appointed by Council and subject to the Public Meetings Law. Additionally, Mayor Truax provided background information of how the YAC came about, noting after some B/C advisory students attended the National League of Cities Conference and discussed various proposals with other student attendees, the students were excited and began meeting as a self-initiated group and developed a set of bylaws with the desire of bringing forward their proposal to Council to establish a YAC.

Discussion:

Mayor Truax opened the floor as roundtable discussion ensued as Council discussed the pros and cons of the three models of youth involvement and whether to remain status quo or make changes to youth involvement, i.e., Council-appointed YAC or an advisory group to the Mayor or Council. The Council whole-heartedly voiced a desire of wanting to strengthen student engagement and involvement in local government and creating a safe and enriching environment where students could interact with their peers on issues of importance to their community. In response to inquiries pertaining to the models of youth involvement, Driscoll advised most entities have a Council-appointed YAC or an advisory group to the Mayor, noting the key indicator is whether the YAC is a public body created by or pursuant to an official Council act, i.e., Council-appointed. However, because "public body" does not include an "individual official", an advisory group that makes recommendations to an "individual official", such as the Mayor, is not subject to the Public Meetings Law. In conclusion of the above-noted roundtable discussion, Council concurred to remain status quo (individual student representatives on B/C). Council also concurred with an "ad-hoc group" that meets 2-3 times and perhaps transitions to an advisory group to the Mayor. Mayor Truax advised he would meet with the students and pass along Council's findings. Mayor Truax indicated he would report back to Council.

Council took no formal action nor made any formal decisions during the work session.

3. **ADJOURNMENT:**

Mayor Truax adjourned the work session at 6:19 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder